

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES BOARD OF DIRECTORS MEETING April 17, 2003, 7:30 p.m.

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 8:4516 p.m.

ROLL CALL: Attending Directors were: President Bill Katke, Vice President Leonard Woren, Treasurer Laura Stein, Secretary Fran Pollard and Board Member Shawn McGraw.

Attending staff were: General Manager Chuck Duffy, District Administrator Gina Holmes, Assistant District Administrator Delia Comito, and Legal Counsel Jonathan Wittwer, and District Engineer Howard Hoffman.

PLEDGE OF ALLEGIANCE: Board President Bill Katke led all present in the Pledge of Allegiance..

GENERAL PUBLIC PARTICIPATION:

Director Shawn McGraw announced that Children's Day at Quarry Park will be held on Sunday, May 4, 2003.

ACTION AGENDA

1. Consideration of approval of revising first issue of the Granada Sanitary District Newsletter

General Manager Chuck Duffy presented the draft newsletter to give the Board an opportunity to update its contents. Director Woren requested adding the District's website address and correcting the hours of operation for the district office listed on the back page.

Director Woren moved to approve the District Newsletter with the revisions and updates noted. (Woren/Katke) Approved 5-0

CONSENT AGENDA

Director Woren requested that items #3, #6, and #7 be held for discussion.

2. Approval of special meeting minutes for March 20, 2003

4. Approval of April 2003 warrants totaling \$158,039.07

5. Approval of February 2003 Financial Statements

**Director Stein moved to approve consent items 2, 4, and 5. (Stein/McGraw)
Approved 5-0**

3. Approval of regular meeting minutes for March 20, 2003

Under 9. Directors' Comments, SAM report

, Director Woren requested: the correction of the date of SAM's Wet Weather Flow Storage Facility ceremony from 3/28/03 to 4/28/03. Under Item #2, located at the top of page two, Director Pollard noted that the "a" between *presented* and *written* needed to be deleted.

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**Director Woren moved to approve consent Item #3 with the corrections noted.
(Woren/McGraw) Approved 5-0**

6. Approval of April 2003 Assessment District warrants totaling \$14,241.49

Director Woren commented that he would like to see monthly reimbursement to the GSD from the Assessment District for office overhead and salary expenses.

Director Woren moved to approve consent Item #6. (Woren/Stein) Approved 5-0

7. Approval of San Mateo County Public Works Agreement for Sanitary Sewer Manhole and Sewer Flushing Inlet Adjustment as Part of the Resurfacing of Various Streets in Montara, Moss Beach, El Granada and Miramar—MidCoast Area (2003) Projects in the Unincorporated Areas of San Mateo County

Director Woren suggested that if the work involved in this and future agreements was initiated by local residents for their benefit, the District should attempt to recover the associated costs from them. Mr. Duffy will investigate whether the work was prompted by the residents in that area or by the County of San Mateo, and will report back to the board.

**Director Woren moved to approve the Agreement with the County of San Mateo.
(Woren/Stein) Approved 5-0**

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

8. Sewer Authority Mid-Coastside: Directors Woren and McGraw report on meeting held on March 24, 2003.

Director Woren reported that they are in final negotiations with the SAM General Manager candidate. Director McGraw announced the ceremony for the celebration of the completion of the SAM Wet Weather Flow Storage Facility on 4/28/03 at the Montara Sanitary District.

9. Report on other seminars, conferences, or committee meetings.

None.

INFORMATION CALENDAR

10. General Manager's Report

Nothing further to report.

11. Administrator's Report - Administrative Activities March/April 2003

District Administrator Gina Holmes provided an update on the placement of waste receptacles and signs at Surfer's Beach.

12. Engineer's Report

Director Stein had some questions and disputes regarding the work and related charges listed on the District Engineer's Report. Mr. Duffy said that he will be providing a follow up on the status of several projects, as well as an overall review of engineering related issues at the next board meeting.

13. Attorney's Report

Nothing further to report.

FUTURE AGENDA ITEMS

ADJOURN

Board President Bill Katke adjourned the meeting at 8:51 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: May 15, 2003